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DA/S

57-2155

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5 JUL 1957

CONFIDENTIAL

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Relief from Accounting Responsibility -

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25X1A

1. PROBLEM:

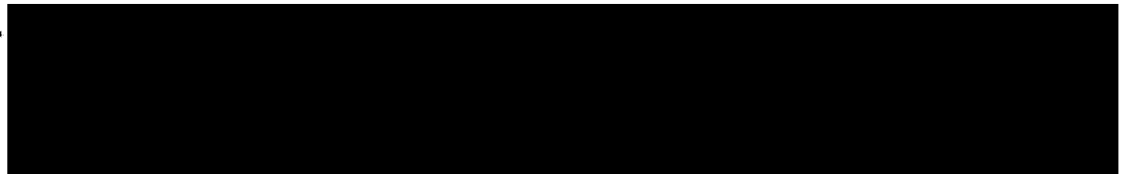
An ER Division employee, Mr. [REDACTED] has an unaccounted-for operational advance of \$100 charged against his personal advance account. This represents a sum for which Mr. [REDACTED] says he accounted in February or March 1954.

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2. FACTS BEARING ON THE PROBLEM:

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a.



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b.

Mr. [REDACTED] tried to clear this matter before his PCS departure from the field and was advised by the Chief of Mission as well as the Administrative Assistant not to repay the advance from his personal funds. Nevertheless, proof that the advance was accounted for could not be found in the field and the amount of the advance had to be TA'd to Headquarters.

The Finance Division, Headquarters, is aware that financial irregularities existed during the period in question at the [REDACTED] Mission which may account for the loss or erroneous posting of this receipt and accounting. The administrative assistant who handled the station finance records had had no finance training and resigned by request upon her return home as a result of discrepancies in her handling of official funds while overseas. Mrs. [REDACTED] replaced this employee but was never able to completely unshard all the records.

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3. DISCUSSION:

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a. If Mr. [REDACTED] statement that he did account for this advance is accepted, it must be assumed that the receipt and accounting were not properly recorded to liquidate this advance. This

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2.

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was the conclusion reached by Mrs. [REDACTED] at the completion of the investigation [REDACTED]

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- b. While positive evidence that the sum claimed was paid [REDACTED] cannot be located, there is negative evidence that it was since failure to receive his salary would have resulted in a protest by the agent.

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4. CONCLUSION:

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In view of Mr. [REDACTED] written statement (Tab A) that this amount was paid to the agent, the absence of accounting proof does not, under the circumstances known to exist at the station, refute the statement. Consequently, a write off of this amount to operational expense is appropriate.

5. RECOMMENDATION:

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The \$100 advance now outstanding against the personal advance account of Mr. [REDACTED] should be charged instead to allotment account No. 5-3400-91-011 under the authority [REDACTED]

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The action in paragraph 5, above, is approved:

(signed) H. Gates Lloyd

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Acting Deputy Director (Support)

Date

bmh (5 Jun 57)

Distribution:

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Orig - Finance w/ basic

Acct 3-2 - DD/Schuy - Each Bd Member 1 - Compt 1 - Compt Chrono